

City of Hollister
Parks and Recreation Commission
Meeting Minutes - July 31, 2012

CALL TO ORDER

Chairperson Jason Ballew called the July 31, 2012 meeting of the City of Hollister Parks and Recreation Commission to order at 6:07 pm.

Commissioners Attending: Jason Ballew, Laura Miller, Michelle Rodarte
Commissioners Absent: Lisa Faulkner

Also Present Recreation Supervisor Tina Garza, City of Hollister Code and Airport Director Mike Chambless, Community Services Director Clayton Lee, and Dan Dungy from the County of San Benito Parks and Recreation Commission.

VERIFICATION OF AGENDA POSTING

Recreation Supervisor Tina Garza stated that the agenda for the July 31, 2012 meeting of the Parks and Recreation Commission was posted at both City Hall and the Hollister Community Center on July 26, 2012 per Government Code Section 54954.2.

APPROVAL OF MINUTES

There were no minutes to approve as there was a lack of quorum for the June 26, 2012 meeting and the meeting was not held.

PUBLIC COMMENT – Dan Dungy representing the County of San Benito Parks and Recreation Commission gave an update of activities that the County Parks and Recreation Commission has been involved with and has scheduled for the rest of the summer.

OLD BUSINESS

- 1. Joint City County Ad Hoc Committee** – Chair Person Ballew provided the Commission with a summary of topics that the joint County Ad Hoc Committee discussed during their quarterly meeting which was held prior to the City Parks and Recreation Commission meeting at 5:00pm in the City Council Chambers. Those items included park rules and policies related to Brigantino Park, completing a needs survey for Brigantino Park, parking issues and the completion of a Master Plan for the park. The next quarterly meeting of the Ad Hoc Committee will be held on October 30th at 5:00pm prior to the City Parks and Recreation Commission meeting at 6:00pm.

- 2. Commission Appointment** – Executive Secretary Lee informed the Commission that he had spoken with City Clerk Geri Johnson and she indicated that the vacancies on the Commission had been advertised and there were not any applications. Lee reported that Commissioner Laura Miller had been re-appointed to the Commission for another term by the City Council.

NEW BUSINESS

- 1. Field Use Policy and Procedures** – Recreation Supervisor Tina Garza presented the Commission with the Field Use Policy and Procedure for use of outdoor sports fields administered by the Recreation Division. This includes softball fields, soccer fields, and other outdoor sports fields. Chair Person Ballew expressed his pleasure with the policy. The Commission had no comments. Commissioner Miller made a motion to approve the policy as presented. Second by Commissioner Rodarte. Motion was approved by a 3 – 0 vote and the policy was adopted and will be implemented by City Staff as soon as possible.
- 2. Security Contract** – Executive Secretary Lee reported that staff is working on developing a policy that would create an approved list of security providers for City buildings that are administered by the Recreation Division. Lee stated that he and Recreation Supervisor Tina Garza would be working with the Police Department on developing this policy.
- 3. Brigantino Property RFP RFQ** – Executive Secretary Lee explained to the Commission that staff is working on the Request for Proposals for a Master Plan for the Brigantino Park Facility. Lee stated that the document is in draft form and that he is trying to get it completed as soon as possible and will get it back to the Commission for review before it goes to the City Council for approval.
- 4. San Benito County River Parkway Workshop** – Executive Secretary Lee informed the Commission of an upcoming public workshop regarding the San Benito River Parkway that was going to be held at the Veteran’s Memorial Building on Wednesday, August 1, 2012. Lee said there was a handout about the event in the Commissioners packets.

REPORTS

Executive Secretary Lee gave a report on the Parks Division activities for the month of July.

Recreation Supervisor Tina Garza provided the Commission with a report on the division activities for July 2012.

County Parks and Recreation Commissioner Dan Dungy provided the Commission with a summary of the recent activities of the San Benito County Parks and Recreation Commission.

ADJOURNMENT

There being no further business before the Commission, Commissioner Miller made a motion to adjourn the meeting at 7:20pm. Motion passed 3 – 0 and the meeting was adjourned. The next meeting will be held on August 28, 2012.